



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 10
1200 Sixth Avenue
Seattle, WA 98101

September 5, 2001

Reply To
Attn Of: ECO-083

Dear Potential Wetland Protection Grant Applicant:

We are announcing the opportunity to apply for funding under the U.S. Environmental Protection Agency (EPA) Wetland Development Grant Program. This program provides financial assistance for wetland protection/enhancement to state, tribal and local government entities. Grants may be used to develop or enhance programs for the protection, management, or restoration of wetlands. Funding under this program may not be used for the operation or maintenance of existing wetlands programs.

The following paragraphs provide basic information on the EPA Region 10 process and schedule for receiving and reviewing Wetland Grant Program proposals. We have enclosed a copy of the Wetland Development Grant Program Fiscal Year (FY) 2002 Grant Guidance which provides more detailed information on the program.

Funding Eligibility

State, tribal and local government entities, interstate associations, intertribal associations, and local government associations as well as national non-profit, non-governmental organizations are eligible to receive grant funds. Tribes must be federally recognized in order to be eligible. The enclosed Grant Guidance provides details on the types of local government entities that are eligible to apply for wetlands grants on page 3. EPA will reserve a minimum of 15 percent of its FY2002 allocation for local governments and tribes.

Selection Criteria

Wetlands grant funds are competitively awarded. Proposals must clearly demonstrate a direct link to improving the ability of the state, tribe, or local government or national non-profit, non-governmental organizations to protect, restore, and/or manage its wetlands resources. Proposals must be for projects that can be completed within a clearly defined time frame – preferably one to two years. Additional funds will not be provided for work which was to have been completed under a prior grant.

EPA Region 10 will use the general criteria developed by EPA Headquarters in reviewing pre-

application proposals and selecting projects for funding. In addition, EPA Region 10 will give priority to proposals that strongly support the national wetland program priorities. The national criteria and priorities are explained in detail in the enclosed Grant Guidance on pages 7 through 9. They are:

- Monitoring and assessing the status and condition of wetlands
- Improving the effectiveness of compensatory mitigation
- Strengthening the protection of isolated waters and other vulnerable aquatic resources

Since the quality of a proposal plays a significant role in the selection of grants for funding, we want to ensure that proposals represent projects in a competitive manner. Therefore, we recommend that you contact your EPA State Grant Coordinator to schedule a meeting to discuss general grant requirements as applicable to your project. EPA Region 10 State Wetlands Grant Coordinators are identified on the enclosed list. Please contact your coordinator as soon as possible. All applicant assistance meetings should be scheduled to occur no later than September 29, 2001.

Matching Funds

Recipients must cost share a minimum of 25 percent of the total project cost of each award; however, EPA encourages applicants to provide a match in excess of the required 25 percent whenever possible. This requirement may be met with cash or in-kind contributions. For additional detail on matching funds, please see page 15 of the enclosed Grant Guidance.

Application Process

An eligible entity which wishes to compete for a wetlands grant must submit a pre-application proposal to the appropriate EPA Region 10 State Wetlands Grant Coordinator. EPA will make grant funding decisions based on a review of these proposals.

We recommend that applicants read the FY2002 Grant Guidance carefully and use it as a reference for preparing proposals. Proposals should be no more than five pages long and should provide the following information in clearly indicated sections:

- Purpose and need of the project
- Participants involved
- Methods to be used
- Anticipated products, benefits, or results
- Budget for entire project (federal and matching)
- Deliverables and schedule

In addition, each proposal must include a one-page executive summary of the proposed project.

🦋 Schedule/Submission

Proposals must be postmarked by November 5, 2001. EPA will make award decisions on all on-time submissions prior to reviewing any submissions postmarked after November 5, 2001. EPA expects to notify applicants in January 2002 whether or not their proposals will be funded. EPA will require successful applicants to submit a formal grant application by mid February.

Proposals should be mailed to the appropriate EPA State Wetland Grant Coordinator. Applicants proposing projects that cross state lines need only send their proposal to one state coordinator; however a cover letter should clearly identify the proposal as being interstate in nature.

This is the fourteenth consecutive year of the Wetlands Development Grants Program. EPA is pleased that over these years we have been able to support the development of state, tribal, and local government programs, and we are confident that the program will continue to provide significant assistance to wetlands management and protection throughout Region 10. We look forward to receiving your proposal.

Sincerely,

Sally Marquis, Manager
Aquatic Resources Unit

Enclosures: FY2002 Grant Guidance
 EPA State Grant Coordinators

